

BOARD MEETING MINUTES

MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES

February 19, 2009

The Mississippi Department of Information Technology Services Board met in the 4th floor Class Room of the Robert G. Clark, Jr. Building, 301 North Lamar Street, Jackson, Mississippi 39201, on Thursday, February 19, 2009, at 1:30 P.M.

Members Present:

Cecil Watkins, Chairman

Thomas A. Wicker, Vice-Chairman

Steve Adamec

Members Not Present:

Derek Gibbs

John Hairston

Staff Members Present:

David L. Litchliter, Executive Director

Martha Pemberton, ISS Division Director

Lynn Ainsworth, ISS Deputy Division Director

Claude Johnson, Strategic Services Division Director

Craig Orgeron, Strategic Services Deputy Division Director

Michele Blocker, Internal Services Division Director

Mitchell Bounds, Data Services Division Director

David Johnson, Accounting Manager

Roger Graves, Telecomm Services Division Director

Jimmy Webster, Information Security Services Division Director

Tina Wilkins, ISS Technology Consultant

Paula Conn, ISS Technology Consultant

Debra Spell, ISS Technology Consultant

Teresa Washington, ISS Technology Consultant

Tangela Harrion, ISS Technology Consultant

Sheila Kearney, ISS Technology Consultant

Donna Hamilton, ISS Technology Consultant

Rita Rutland, ISS Technology Consultant

Cheryl Yelverton, ISS Technology Consultant

Renee Murray, ISS Technology Consultant

Brad Estess, ISS Technology Consultant

Ravaughn Robinson, Technology Consultant

Laura P. Mays, Data Services Division

Mike Hatch, Data Services Division

Debra Brown, Strategic Services Division

Caren Brister, Strategic Services Division

Others Present:

Jimmy Giles, Mississippi Department of Employment Security

Jeanine Lilly, Mississippi Department of Employment Security

Sylvia Knight, Mississippi Secretary of State's Office

Kathy Burk, Mississippi State Department of Health

Veronica Luckett, Mississippi State Department of Health

Michael Steiner, University of Mississippi Medical Center

Richard Everitt, University of Mississippi Medical Center

Travis Clayton, Ciber, Inc.

Mark Hollingsead, Ciber, Inc.

JoAnn Mulvihill, Mississippi Public Employees' Retirement System

Libby Cajoles, Cornerstone Consulting Group, Inc.

Jerry Guillory, Mississippi Public Employees' Retirement System

Ben Lott, L.R. Weschler, Ltd.

Greg Gregory, Mississippi Public Employees' Retirement System

Chris Fikes, L.R. Weschler, Ltd.

Shirley Smith, Mississippi Department of Public Safety

Clay Johnston, Mississippi Department of Public Safety

Clay Richmond, University of Mississippi Medical Center

Robert Kalka, University of Mississippi Medical Center

Kris Gautier, AT&T

Marc Wilson, Mississippi State Department of Health

Lee Winborne, Mississippi State Department of Health

Cille Litchfield, Mississippi Department of Finance and Administration

Agenda Item No. 1: Cecil Watkins called the meeting to order and directed the Board's attention to the first agenda item, approval of the minutes from the ITS Board Meeting on January 22, 2009.

On motion by Tom Wicker and second by Steve Adamec that the minutes of the January 22, 2009

meeting be approved:

Motion carried; unanimously.

Agenda Item No. 2: Debra Spell presented Project No. 37912, requesting approval for an increase to the initial exemption request for the implementation of Lawson Software for the **UNIVERSITY OF MISSISSIPPI MEDICAL CENTER (UMMC)**. The staffs of ITS and UMMC jointly recommend approval of this exemption request for an increase at a total estimated two-year lifecycle cost not to exceed \$3,150,000.00. With this increase the total combined exemption will not exceed \$9,850,000.00.

On motion by Steve Adamec and second by Tom Wicker that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 3: Michel Steiner presented Project No. 38123, requesting approval of an exemption for the **UNIVERSITY OF MISSISSIPPI MEDICAL CENTER (UMMC)** to request proposals for the acquisition of a Multi-organ Transplant Information System. The staffs of ITS and UMMC jointly recommend approval of the exemption request at a total estimated 5-year lifecycle cost of \$600,000.00. UMMC will solicit proposals in accordance with all statutory requirements for such acquisitions.

On motion by Tom Wicker and second by Steve Adamec that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 4: Marc Wilson, Chief Information Officer, presented the overview and request to Issue RFP No. 3550-37455 for the acquisition of services from a qualified Vendor to transfer the

SPIRIT WIC Clinical System and for the acquisition and implementation of a Food Management System, and RFP No. 3551-37455 for acquisition of Quality Assurance (QA) Services to provide oversight for the implementation of the SPIRIT WIC Clinical and Food Management Systems for the **MISSISSIPPI STATE DEPARTMENT OF HEALTH (MSDH)**. The staffs of ITS and MSDH jointly request approval to issue RFP No. 3550-37455 for the acquisition of services from a qualified Vendor to transfer the SPIRIT WIC Clinical System and for the acquisition and implementation of a Food Management System, and RFP No. 3551-37455 for acquisition of Quality Assurance (QA) Services to provide project oversight for the implementation of the SPIRIT WIC Clinical and Food Management Systems for the Mississippi State Department Of Health (MSDH).

On motion by Steve Adamec and second by Tom Wicker that the staff recommendation be approved:
Motion carried; unanimously.

Agenda Item No. 5: Greg Gregory, Deputy Administrator, Office of Administrative Services, presented an update on Project No. 37632 for the acquisition of a pension administration system for **PUBLIC EMPLOYEES' RETIREMENT SYSTEM OF MISSISSIPPI (PERS)**.

Agenda Item No. 6: Ravaughn Robinson and Clay Johnston, Information Technology Director, presented Project No. 37990, the evaluation and recommendation of proposals received in response to Letter of Configuration Number 37990 issued on December 5, 2008, based on General RFP No. 3199, for the acquisition of consulting services to maintain and support the Mississippi Criminal History System (MCHS) for the **MISSISSIPPI DEPARTMENT OF PUBLIC SAFETY'S CRIMINAL INFORMATION CENTER (CIC)**. The staffs of ITS and CIC jointly recommend the selection of PNL Associates, LLC as lowest and best vendor responding to this LOC, to provide

consulting services to maintain and support the Mississippi Criminal History System (MCHS), at a total 3-year lifecycle cost not to exceed \$553,000.00.

On motion by Steve Adamec and second by Tom Wicker that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 7: Ravaughn Robinson and Jimmy Giles, Deputy Chief, Information Systems, presented Recommendation for RFP No. 3423-38061 for the continuation of the agreement with Ciber, Inc. for consulting services in support of the Eligible Training Provider List (ETPL) and other web-based applications for the **MISSISSIPPI DEPARTMENT of EMPLOYMENT SECURITY (MDES)**. The ITS Executive Director originally approved these services in February 2006 and February 2008 for a lifecycle cost of 541,500.00. The staffs of ITS and MDES jointly recommend approval of the continuation of this agreement through June 30, 2010, in an amount not to exceed \$296,400.00, for an additional 3,120 hours of consulting services in support of the Eligible Training Provider List (ETPL) and other web-based applications. With this continuation, the revised total lifecycle cost of this project is \$837,900.00.

On motion by Steve Adamec and second by Tom Wicker that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 8: Cille Litchfield, Deputy Executive Director, presented the recommendation for RFP No. 3542-38089 for a Change Order to the Agreement with Salvaggio, Teal, and Associates (STA) for Independent Verification & Validation Services for the Grants Operations and Lifecycle Solution (GOALS) Project for **MISSISSIPPI DEPARTMENT OF FINANCE AND ADMINISTRATION (DFA)**. The ITS Executive Director originally approved Change Order No. 1

in May 2008 for a lifecycle cost of \$2,313,942.25. The staffs of ITS and DFA jointly recommend approval of this Change Order Request in the amount of \$299,597.60, to provide Independent Verification & Validation Services for the Grants Operations and Lifecycle Solution (GOALS) Project. With this Change Order, the revised total lifecycle cost of this project is \$2,613,539.85 of which \$508,707.60 is for services related to the GOALS project.

On motion by Steve Adamec and second by Tom Wicker that the staff recommendation be approved:

Motion carried; unanimously.

The Board acknowledged Agenda Item No. 9 regarding the summary of equipment, software and services, exemptions and sole source procurements approved by the ITS Executive Director.

On motion by Steve Adamec and second by Tom Wicker that the following per diem and expenses be approved:

Steve Adamec - per diem and expenses for 1 day;

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Cecil Watkins - per diem and expenses for 1 day;

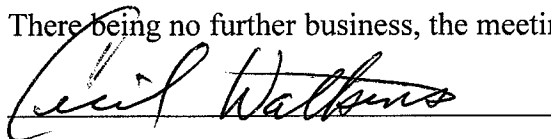
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Thomas A. Wicker - per diem and expenses for 1 day;

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Motion carried; unanimously.

There being no further business, the meeting was adjourned.



Cecil Watkins, Chairman



Tom Wicker, Vice-Chairman